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SUBSIDIARY BODY FOR IMPLEMENTATION

REPORT OF THE SUBSIDIARY BODY FOR IMPLEMENTATION ON ITS FOURTEENTH SESSION BONN, 24-27 JULY 2001

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I. OPENING OF THE SESSION
(Agenda item 1)

1. The fourteenth session of the Subsidiary Body for Implementation (SBI) was held at the Hotel Maritim, Bonn, Germany from 24 to 27 July 2001.

2. The Chairman of the SBI, Mr. John Ashe (Antigua and Barbuda), opened the session on 24 July 2001 and welcomed all Parties and observers to the session. He noted that to date, a total of 186 Parties had ratified or acceded to the United Nations Framework Convention on Climate Change, the most recent being Angola, Bosnia and Herzegovina, Equatorial Guinea, Kyrgyzstan and Yugoslavia. The Chairman remarked that as at 15 July 2001, 35 Parties had ratified or acceded to the Kyoto Protocol, the most recent being the Gambia.

3. The Chairman explained that, in order to allow delegations to focus on the important tasks of the resumed sixth session of the Conference of the Parties (COP), the provisional agenda had been kept to a minimum. It included an item on progress reports on inter-sessional activities undertaken by the secretariat since the thirteenth session of the SBI and administrative matters which could not be deferred, leaving a number of substantive items not included in the COP agenda for consideration by the SBI at its fifteenth session.

II. ORGANIZATIONAL MATTERS
(Agenda item 2)

A. Adoption of the agenda
(Agenda item 2 (a))

4. At its 1st meeting, on 24 July, the SBI considered the provisional agenda contained in document FCCC/SBI/2001/1.

5. The SBI adopted the following agenda:

1. Opening of the session.

2. Organizational matters:

   (a) Adoption of the agenda;

   (b) Organization of the work of the session;

   (c) Election of officers other than the Chairman.

3. Reports on inter-sessional activities:

   (a) Further work concerning least developed countries;

   (b) Work of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention;

(c) Ongoing activities on reporting and review of greenhouse gas inventories in Parties included in Annex I to the Convention (implementing decisions 3/CP.5 and 6/CP.5).

4. Administrative and financial matters:

(a) Financial performance 2000-2001;

(b) Programme budget for the biennium 2002-2003;

(c) Implementation of the Headquarters Agreement;

(d) Institutional linkage of the UNFCCC secretariat to the United Nations;

(e) Juridical personality of the Convention secretariat on the international plane.

5. Any matters referred to the Subsidiary Body for Implementation by the Conference of the Parties.

6. Report on the session.

6. The Chairman informed the Parties that during the present sessions of the subsidiary bodies, no items needed to be considered jointly by both bodies.

B. Organization of the work of the session
(Agenda item 2 (b))

7. The SBI considered this sub-item at its 1st meeting on 24 July. It had before it document FCCC/SBI/2001/1. At the same meeting, Parties were provided with an update on the status of documentation and the suggested schedule of work.

C. Election of officers other than the Chairman
(Agenda item 2 (c))

1. Proceedings

8. The SBI considered this sub-item at its 1st and 2nd meetings, on 24 and 27 July respectively. It had before it document FCCC/SBI/2001/1.

9. At the 1st meeting, the Chairman informed the SBI that, according to rule 27 of the draft rules of procedure being applied, the SBI was expected to elect its Vice-Chairman and Rapporteur. He thanked the current incumbents who had been serving since February 1999 and urged that an early agreement be reached on nominations by the regional groups. At the same meeting the Chairman stated that he had held consultations with the coordinators of the regional groups regarding nominations for the vacant positions of the subsidiary bodies, with a view to

their early election. He said that he would keep delegates informed of any progress made and requested the current officers of the SBI to continue in office until their successors were elected.

2. Conclusions

10. At its 2nd meeting, on 27 July, the SBI invited the Chairman to continue consultations on the election of the other officers of the SBI with a view to the election being completed during the seventh session of the Conference of the Parties. It requested the current officers of the SBI to continue in office until their successors were elected.

III. REPORTS ON INTER-SESSIONAL ACTIVITIES

(Agenda item 3)

A. Further work concerning least developed countries

(Agenda item 3 (a))

1. Proceedings

11. The SBI considered this sub-item at its 1st and 2nd meetings, on 24 and 27 July respectively. It had before it documents FCCC/SBI/2001/6 and FCCC/SBI/2001/7. At the 1st meeting, on 24 July, a representative of the group of the least developed countries presented a report on behalf of the coordinator of the group (Vanuatu) on the steps taken to fulfil the mandate given by the Conference of the Parties at the first part of its sixth session, relating to input to the Third United Nations Conference on the Least Developed Countries, which was held in Brussels from 14 to 21 May 2001 (FCCC/CP/2000/5/Add.2).

12. At the same meeting, the SBI considered the report of the workshop to develop draft guidelines for the preparation of national adaptation programmes of action (NAPA) contained in document FCCC/SBI/2001/7. Tuvalu, on behalf of the group of the least developed countries, reported that further work was still needed on developing the above-mentioned guidelines, and that Maldives had offered to host a workshop at which this issue would be discussed.

13. Also at the 1st meeting, the SBI considered document FCCC/SBI/2001/6 on the institutional development needs of the least developed countries.

14. Statements were made by the representatives of four Parties, including two speaking on behalf of the group of the least developed countries.

2. Conclusions

15. At its 2nd meeting, on 27 July, the SBI took note of the oral report provided by Tuvalu, on behalf of the group of the least developed countries, on the steps taken to provide input to the Third United Nations Conference on the Least Developed Countries. The SBI also took note of the report of the workshop to develop draft guidelines for the preparation of national adaptation programmes of action and noted the progress made in the preparation of these guidelines. To this end, the SBI requested the secretariat to organize the workshop mentioned in paragraph 12 above, to assist the least developed country Parties in preparing for negotiations at the seventh session of the COP, and in further developing the NAPA guidelines. It expressed its appreciation to Maldives for its offer to host this workshop. The SBI requested that document FCCC/SBI/2001/7 be brought to the attention of the SBSTA.

16. At its 2nd meeting, on 27 July, the SBI took note of document FCCC/SBI/2001/6 on the institutional development needs of the least developed countries. It invited those least developed country Parties which had not yet submitted information on their institutional development needs to do so.

B. Work of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention

(Agenda item 3 (b))

1. Proceedings

17. The SBI considered this sub-item at its 1st and 2nd meetings, on 24 and 27 July respectively. It had before it documents FCCC/SBI/2001/2, FCCC/SBI/2001/3, FCCC/SBI/2001/8 and FCCC/SBI/2001/INF.1.

18. At the first meeting, the Chairman of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE) made a presentation on the preliminary report of the CGE to the subsidiary bodies (FCCC/SBI/2001/8). At that meeting, statements were made by the representatives of 11 Parties, including one speaking on behalf of the Group of 77 and China.

19. At the same meeting, the SBI acknowledged with appreciation the excellent work done by the CGE and established a "friends of the Chair" group chaired by Mr. Philip Weech (Bahamas) to consider the preliminary report of the CGE.

20. At the 2nd meeting, on 27 July, Mr. Weech provided a report on the conclusions reached by the "friends of the Chair".

2. Conclusions

21. At its 1st meeting, on 24 July, the SBI took note of the information contained in the reports of the second and third meetings of the CGE (FCCC/SBI/2001/2 and FCCC/SBI/2001/3), and the CGE interregional workshop (FCCC/SBI/2001/INF.1). It also took note of the information contained in the preliminary report of the CGE (FCCC/SBI/2001/8).

22. The SBI invited Parties to submit to the secretariat, by 15 September 2001, views on:

(a) The preliminary report of the CGE;

(b) The current progress of the process aimed at the improvement of guidelines for subsequent national communications of Parties not included in Annex I to the Convention (non-Annex I Parties), in accordance with decision 8/CP.5.[1]

23. The SBI requested the secretariat to compile these submissions in a miscellaneous document and to prepare a consolidated report on Parties' views on the issues indicated in paragraph 22 above, for consideration by the SBI at its fifteenth session.

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[1] For the full texts of decisions adopted by the Conference of the Parties at its fifth session, see document FCCC/CP/1999/6/Add.1.

C. Ongoing activities on reporting and review of greenhouse gas inventories in Parties included in Annex I to the Convention (implementing decisions 3/CP.5 and 6/CP.5)

(Agenda item 3 (c))

1. Proceedings

24. The SBI considered this sub-item at its 1st and 2nd meetings, on 24 and 27 July, respectively.

25. The Chairman informed the SBI that the COP, by its decision 6/CP.5, had adopted guidelines for the technical review of greenhouse gas (GHG) inventories from Parties included in Annex I to the Convention (Annex I Parties) for a trial period covering inventory submissions due in 2000 and 2001. By the same decision, it had requested the secretariat to conduct annual initial checks and to make an annual synthesis and assessment of GHG inventories for all Annex I Parties beginning in 2000, in accordance with the provisions of the review guidelines. It had also requested the secretariat to conduct, during this trial period, reviews of the inventories of individual Parties using different approaches, namely desk, centralized and in-country reviews.

26. At the 1st meeting, the Chairman recalled that the COP, by its decision 3/CP.5, had adopted the guidelines for the preparation of national communications by Parties included in Annex I to the Convention, Part I: UNFCCC reporting guidelines on annual inventories, which were to be used by Annex I Parties for the reporting of inventories due by 15 April each year, beginning in the year 2000. A two-year trial period had been established to assess these guidelines.

27. At the same meeting, an oral report was made by a representative of the secretariat on the ongoing and planned activities for implementing decisions 3/CP.5 and 6/CP.5.

28. Statements were made by the representatives of two Parties.

2. Conclusions

29. At its 1st meeting, on 24 July, the SBI took note of the oral report by the secretariat on the ongoing and planned activities for implementing decisions 3/CP.5 and 6/CP.5.

D. Proposal by Japan for a meeting on policies and measures

30. At its 2nd meeting, on 27 July, the SBI took note that Japan was considering tabling a draft decision for consideration and possible adoption at the next session of the Conference of the Parties, on convening a special meeting, to be held during the eighth session of the Conference of the Parties, for the purpose of exchanging experience on domestic actions.

IV. ADMINISTRATIVE AND FINANCIAL MATTERS
(Agenda item 4)

A. Financial performance 2000-2001
(Agenda item 4 (a))

1. Proceedings

31. The SBI considered this sub-item at its 1st and 2nd meetings, on 24 and 27 July respectively. It had before it documents FCCC/SBI/2001/INF.2 and FCCC/SBI/2001/INF.3/Rev.1.

32. Statements were made by the representatives of 11 Parties, including one speaking on behalf of the Group of 77 and China and one speaking on behalf of the African Group.

33. Three Parties informed the SBI that their latest contributions had not been reflected in document FCCC/SBI/2001/INF.3/Rev.1. The delegations concerned were encouraged to approach the secretariat with written evidence of transfer of funds in order to enable further investigations to be made with the United Nations Treasury.

34. A few Parties sought clarification regarding the impact the revised United Nations scale of assessments would have on the indicative contributions to the Convention, particularly with respect to determining ceilings. In its reply, the secretariat drew the attention of the SBI to the financial procedures of the Convention, which stipulate that contributions should be "based on such a scale of assessments of the United Nations as may be adopted from time to time by the General Assembly" (FCCC/CP/1995/7/Add.1, decision 15/CP.1, annex I, para. 7 (a)).

2. Conclusions

35. At its 2nd meeting, on 27 July, after considering the documents prepared by the secretariat on the revised indicative contributions and the latest status of contributions, the SBI took note of the information contained therein and expressed its appreciation to the Parties which had paid their contributions to the core budget in time, and particularly to those Parties that had made voluntary contributions to the Trust Fund for Participation in the UNFCCC Process and the Trust Fund for Supplementary Activities. It urged Parties that had not yet made their contributions to do so as soon as possible.

B. Programme budget for the biennium 2002-2003
(Agenda item 4 (b))

1. Proceedings

36. At its 1st and 2nd meetings, on 24 and 27 July respectively, the SBI considered the proposed programme budget for the biennium 2002-2003. The Executive Secretary presented the proposed programme budget as contained in documents FCCC/SBI/2001/4 and Add.1. The SBI invited the Chairman to commence informal consultations on the proposed programme budget for the biennium 2002-2003.

37. At its 2nd meeting, on 27 July, the Chairman informed the SBI of the outcome of informal consultations that he had conducted on the proposed programme budget for the biennium 2002-2003.

38. Statements were made by the representatives of four Parties, including one speaking on behalf of the Group of 77 and China and one speaking on behalf of the African Group. The Executive Secretary responded to questions and made concluding remarks.

2. Conclusions

39. At its 2nd meeting, on 27 July, having considered the Chairman's oral report on the results of his informal consultations, the SBI agreed to recommend a total programme budget, including contingencies, of US$ 32,837,100 to the Conference of the Parties at its seventh session.

40. In addition, it agreed to propose a contingency budget for conference servicing amounting to US$ 5,661,900, to be added to the programme budget for 2002-2003 in the event that the General Assembly of the United Nations decides not to provide resources for these activities in the United Nations regular budget for the same biennium.

41. It also authorized the Executive Secretary to notify Parties of their indicative 2002 contributions based on the recommended budget, after drawing up to US$ 5 million from the available resources carried over from the current and previous financial periods, and taking into account the special annual contribution from the host Government of the equivalent of DM 1.5 million.

42. The SBI requested the Executive Secretary to propose a revised programme budget including a revised staffing table, on this basis, taking into account, *inter alia*, the budgetary implications of the decisions adopted by the COP at its sixth session, for consideration by the SBI at its fifteenth session.

43. The SBI commended the efforts of the Executive Secretary and his senior managers to ensure the highest standards of efficiency, competence and integrity in the staffing of the UNFCCC secretariat, while paying due regard to the importance of recruiting the staff on as wide a geographical basis as possible, in accordance with Article 101.3 of the United Nations Charter, as well as of promoting gender balance.

44. The SBI noted that, as indicated in the proposal by the Executive Secretary contained in document FCCC/SBI/2001/4, the incoming Executive Secretary would enjoy managerial flexibility in implementing the programme budget.

C. Implementation of the Headquarters Agreement

(Agenda item 4 (c))

1. Proceedings

45. The SBI considered this sub-item at its 1st and 2nd meetings, on 24 and 27 July respectively. The Executive Secretary explained that a solution to the need for adequate office space for the Convention secretariat in the medium term was still under discussion with the host Government. The current interim solution involving the provision of overflow premises had proved workable. However, the secretariat looked forward to being reunited in premises that

would meet its needs. He stated that the offer of space by the host Government to the secretariats of the UNFCCC and the United Nations Convention to Combat Desertification had been judged inadequate.

46. Adding to the statement of the Executive Secretary, the Coordinator, Information, Outreach and Administrative Services (IOAS), reported that the secretariat had noticed a marked improvement since the last report was made to the SBI, in the issuance of visas for dependent children studying abroad, work permits for spouse, and dependent children, travel in and out of Germany, and visas for visiting family members. In addition, improvements had also been noted in respect of the issuance of visas for new staff members, consultants and experts working with the secretariat and participants in workshops, meetings and conferences. He explained that negotiations would continue on a number of related issues which were part of the continuing process of implementing the Headquarters Agreement.

47. The representative of Germany informed the SBI that his Government was holding continuous consultations with the various United Nations organizations in Bonn and was working hard with counterpart ministries to finalize the plan for a United Nations Campus. He welcomed the remarks by the secretariat on the interim office space provided and the improvements noted on other issues. Referring to the issuance of visas, the representative of Germany stated that no delegate had reported problems in obtaining a visa to attend the current Conference of the Parties; if there were any problems, his delegation should be contacted.

48. The representative of one Party proposed the creation of a representative group of Parties to monitor the fulfilment of the Headquarters Agreement and to consider with the host Government matters relating to it, in order to support the negotiations of the secretariat.

49. The representative of another Party opposed the creation of such a group.

2. Conclusions

50. At its 1st and 2nd meetings, on 24 and 27 July respectively, the SBI took note of the statements made by the Executive Secretary, the Coordinator, IOAS, and the host Government. The SBI thanked the host Government for its efforts to provide acceptable office accommodation for the Convention secretariat and invited the host Government and the secretariat to continue their negotiations to resolve this important issue by the earliest possible date. The SBI asked the host Government and the secretariat to provide a progress report on this and matters relating to the Headquarters Agreement at its next session.

D. Institutional linkage of the UNFCCC secretariat to the United Nations

(Agenda item 4 (d))

1. Proceedings

51. The SBI considered this sub-item at its 1st and 2nd meetings, on 24 and 27 July respectively. It had before it document FCCC/SBI/2001/5. The Executive Secretary, introducing the sub-item, recalled decision 22/CP.5, which approved the continuation of the institutional linkage, subject to review not later than 31 December 2001.

52. The Executive Secretary introduced document FCCC/SBI/2001/5, which described the state of this linkage as being satisfactory. He drew attention to the consultations which had taken place with relevant officials of the United Nations and to the recommendation of the Secretary-General of the United Nations that the institutional linkage be extended for a further five years.

53. A statement was made by the representative of one Party.

2. Conclusions

54. At its 1st meeting, on 24 July, the SBI took note of the oral statement made by the Executive Secretary and the related document FCCC/SBI/2001/5.

55. At its 2nd meeting, on 27 July, having considered a proposal by the Chairman, the SBI decided to recommend a draft decision (FCCC/CP/2001/L.8) on the institutional linkage of the UNFCCC secretariat to the United Nations for consideration by the COP at its resumed sixth session.

E. Juridical personality of the Convention secretariat on the international plane
(Agenda item 4 (e))

1. Proceedings

56. The SBI considered this sub-item at its 1st and 2nd meetings, on 24 and 27 July respectively.

57. A statement was made by the representative of one Party.

2. Conclusions

58. At its 2nd meeting, on 27 July, the SBI took note of the fact that the Convention secretariat was vested with juridical personality in Germany where the headquarters of the secretariat is located and further noted that the absence of juridical personality on the international plane had not inhibited the secretariat in the effective performance of its functions. The SBI decided to hold the issue in abeyance and revisit the matter at a future date if the status of the secretariat should necessitate that it be vested with juridical personality on the international plane.

V. ANY MATTERS REFERRED TO THE SUBSIDIARY BODY FOR IMPLEMENTATION BY THE CONFERENCE OF THE PARTIES
(Agenda item 5)

59. Since no matters had been referred by the COP to the SBI, this agenda item was not taken up.

VI. OTHER MATTERS

60. At its 2nd meeting, on 27 July, the SBI took note of the proposed workshop on adaptation, to be held under the auspices of the Alliance of Small Island States (AOSIS), and of the request of the Chairman of AOSIS for assistance from donors, the Global Environment Facility and the

secretariat, to enable the Alliance to conduct the workshop in the last quarter of 2001 and report on its outcome to a future session of the SBI.

VII. REPORT ON THE SESSION
(Agenda item 6)

61. At its 2nd meeting, on 27 July, the SBI considered the draft report on its fourteenth session (FCCC/SBI/2001/L.1). At the same meeting, on a proposal by the Chairman, the SBI authorized the Rapporteur, with the assistance of the secretariat, to complete the report of the session, under the guidance of the Chairman.

VIII. CLOSURE OF THE SESSION

62. At the final meeting, on 27 July, the Chairman thanked representatives and the chairpersons of the informal consultations for their contributions.

Annex

LIST OF DOCUMENTS BEFORE THE SUBSIDIARY BODY FOR IMPLEMENTATION AT ITS FOURTEENTH SESSION

FCCC/SBI/2000/17	Report of the Subsidiary Body for Implementation on the second part of its thirteenth session, The Hague, 13-18 November 2000
FCCC/SBI/2001/1	Provisional agenda and annotations. Note by the Executive Secretary
FCCC/SBI/2001/2	Report of the second meeting of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention
FCCC/SBI/2001/3	Report of the third meeting of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention
FCCC/SBI/2001/4 and Add.1	Administrative and financial matters. Programme budget for the biennium 2002-2003. Proposed programme budget of the Convention. Note by the Executive Secretary
FCCC/SBI/2001/5	Administrative and financial matters. Institutional linkage of the UNFCCC secretariat to the United Nations. Note by the Executive Secretary
FCCC/SBI/2001/6	Reports on inter-sessional activities. Further work concerning least developed countries. Institutional development needs
FCCC/SBI/2001/7	Further work concerning least developed countries. Workshop to develop draft guidelines for the preparation of national adaptation programmes of action
FCCC/SBI/2001/8	Preliminary report of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention
FCCC/SBI/2001/INF.1	Report of the interregional workshop of the Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention

FCCC/SBI/2001/INF.2	Administrative and financial matters. Financial performance 2000-2001. Revised indicative contributions for 2001
FCCC/SBI/2001/INF.3/Rev.1	Administrative and financial matters. Income and budget performance in the biennium 2000-2001. Status of contributions as at 16 July 2001

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Marrakesh, 30 October - 6 November 2001
Item 2 (a) of the provisional agenda

PROVISIONAL AGENDA AND ANNOTATIONS

Note by the Executive Secretary

I. INTRODUCTION

1. Arrangements have been made for the fifteenth session of the Subsidiary Body for Implementation (SBI) to be held at the Palais des Congrès, Marrakesh, Morocco, in the period from 30 October to 6 November 2001. The session of the SBI is scheduled to be opened by the Chairman at 11 a.m. on Tuesday, 30 October 2001.

II. PROVISIONAL AGENDA

2. The provisional agenda for the fifteenth session of the SBI, proposed after consultation with the Chairman, is as follows:

1. Opening of the session.

2. Organizational matters:

   (a) Adoption of the agenda;

   (b) Organization of the work of the session;

   (c) Election of officers other than the Chairman.

3. Matters referred to the Subsidiary Body for Implementation by the Conference of the Parties:

   (a) Input to the World Summit on Sustainable Development;

   (b) Report of the Global Environment Facility to the Conference of the Parties;

   (c) Proposal to amend the lists in Annexes I and II to the Convention;

      (i) Proposal to amend the lists in Annexes I and II to the Convention by removing the name of Turkey: review of information and possible decisions under Article 4, paragraph 2 (f);

      (ii) Amendment proposed by Kazakhstan to add its name to the list in Annex I.

   (d) Arrangements for intergovernmental meetings:

      (i) Date and venue of the eighth session of the Conference of the Parties;

      (ii) Calendar of meetings of Convention bodies, 2005-2007.

   (e) Programme budget for the biennium 2002-2003.

   (f) Any other matters.

4. Matters relating to the least developed countries.

5. National communications from Parties included in Annex I to the Convention:

   (a) Ongoing activities on reporting and review of greenhouse gas inventories in Parties included in Annex I to the Convention (implementing decisions 3/CP.5 and 6/CP.5);

   (b) Feasibility of developing guidelines for the review of national communications;

   (c) Third national communications: review and the roster of experts.

6. National communications from Parties not included in Annex I to the Convention:

   (a) Third compilation and synthesis of initial national communications from Parties not included in Annex I to the Convention;

(b) Report of the Consultative Group of Experts to the subsidiary bodies;

(c) Provision of financial and technical support.

7. Administrative and financial matters:

(a) Interim financial performance for 2000-2001;

(b) Possible options to respond to late payment of contributions;

(c) Implementation of the Headquarters Agreement.

8. Other matters.

9. Report on the session.

III. ANNOTATIONS TO THE PROVISIONAL AGENDA

1. Opening of the session

3. The fifteenth session of the SBI is scheduled to be opened by the Chairman at 11 a.m. on Tuesday, 30 October 2001.

2. Organizational matters

(a) Adoption of the agenda

4. The provisional agenda for the fifteenth session of the SBI will be presented for adoption.

(b) Organization of the work of the session

5. Parties are invited to refer to the annotations of the provisional agenda of the seventh session of the COP for information on the general schedule. Parties may also wish to consult the Daily Programme, published prior to and during the session, for a more detailed and updated schedule of work of the SBI.

6. Parties may wish to note that due to the short period between the fourteenth and the fifteenth sessions of the SBI, there is a likelihood of delay in the availability of some documents in all six official languages of the United Nations prior to the session.

(c) Election of officers other than the Chairman

7. Pursuant to rule 27 of the draft rules of procedure being applied, the SBI is expected to elect its own Vice-Chairman and Rapporteur. The Chairman will continue consultations initiated at the fourteenth session with the coordinators of the regional groups with a view to electing the

other officers. Early agreement on the nominations by the regional groups will enable the SBI to elect the remaining officers and to continue its substantive work in an efficient manner. The current officers of the Subsidiary Body for Implementation will remain in office until their successors are elected.

8. The President of the seventh session of the COP is expected to hold consultations on the election of the Bureau of the COP, including the election of the Chairman of the SBI. These consultations could be expanded to encompass the election of the Vice-Chairmen and Rapporteurs of the subsidiary bodies, if it is so decided.

9. **Action:** The SBI will be invited to elect its Vice-Chairman and Rapporteur.

3. Matters referred to the Subsidiary Body for Implementation by the Conference of the Parties

(a) Input to the World Summit on Sustainable Development

10. **Background:** At its twelfth session, the SBI requested the secretariat to prepare elements of a draft input on the UNFCCC process to the World Summit on Sustainable Development (WSSD), to be held in Johannesburg in 2002, for consideration at its fourteenth session, with a view to recommending a draft decision for adoption by COP 7 (FCCC/SBI/2000/5, para. 43 (h)). At its fourteenth session, the SBI agreed that this matter would be taken up at its fifteenth session (FCCC/SBI/2001/9, para. 3).

11. The General Assembly, in its decision 55/443, requested the Executive Secretary of the UNFCCC to present the report of the COP to the Preparatory Committee for the World Summit on Sustainable Development. The note prepared by the secretariat in response to the above requests is contained in document FCCC/SBI/2001/11.

12. **Action:** Further to a decision taken by the Bureau at its meeting in Marrakesh, 10 September, it is proposed that this item be dealt with by the COP. No action by the SBI is therefore envisaged.

(b) Report of the Global Environment Facility to the Conference of the Parties

13. **Background:** The Memorandum of Understanding between the COP and the Council of the Global Environment Facility (GEF), annexed to decision 12/CP.2, provides, *inter alia*, that the GEF will make available to the COP annual reports which should include specific information on how the GEF has applied the guidance and decisions of the COP in its work relating to the Convention. The latest report is contained in document FCCC/CP/2001/8.

14. **Action:** The SBI may wish to consider the report of the GEF and to recommend draft conclusions or a draft decision, as appropriate, to the Conference of the Parties for its consideration and adoption.

(c) Proposal to amend the lists in Annexes I and II to the Convention

(i) Proposal to amend the lists in Annexes I and II to the Convention by removing the name of Turkey: review of information and possible decisions under Article 4, paragraph 2 (f)

15. **Background:** The Conference of the Parties, at the first part of its sixth session, considered a new proposal submitted by Turkey to have its name removed from the lists of Parties included in Annexes I and II to the Convention. The initial request by Turkey to remove its name from Annexes I and II to the Convention was first submitted to the third session of the Conference of the Parties in 1997, and has been considered by successive Conferences of the Parties since. The Conference of the Parties, at the first part of its sixth session, agreed, on the proposal of its President, that the new proposal from Turkey (contained in FCCC/CP/2001/5/Add.1, paras. 84-85), should be referred to the SBI for consideration, with a view to making a recommendation to COP 7 for consideration and definitive action.

16. **Action:** The SBI may wish to consider the new proposal submitted by Turkey and to submit a recommendation to the Conference of the Parties at its seventh session for its consideration and definitive action.

(ii) Amendment proposed by Kazakhstan to add its name to the list in Annex I

17. **Background:** Article 15, paragraph 1, provides that "any Party may propose amendments to the Convention". Article 15, paragraph 2, provides that "amendments to the Convention shall be adopted at an ordinary session of the Conference of the Parties. The text of any proposed amendment to the Convention shall be communicated to the Parties by the secretariat at least six months before the meeting at which it is proposed for adoption. The secretariat shall also communicate proposed amendments to the signatories to the Convention and, for information, to the Depository." Article 16 relates, *inter alia*, to the amendment of annexes to the Convention by application of the procedures set out in Article 15.

18. In accordance with these provisions, Kazakhstan submitted a note dated 24 April 1999 proposing the inclusion of its name in the list of Parties included in Annex I to the Convention (FCCC/CP/1999/2). This proposal was communicated to all Parties, signatories, and for information, to the Depository, in a note verbale dated 3 May 1999. The proposal has also been made available in all six official languages of the United Nations.

19. The Conference of the Parties at its fifth session considered this proposal and agreed to consider the amendment by Kazakhstan at its sixth session, with a view to taking action thereon. In a note verbale dated 13 June 2000, Kazakhstan requested that its proposed amendment be withdrawn from the provisional agenda of COP 6. This item has now been included in the provisional agenda of COP 7 for consideration by the Conference at the request of Kazakhstan.

20. **Action:** The SBI is invited to consider the proposal submitted by Kazakhstan and to forward conclusions or a draft decision to the COP for consideration and adoption.

(d) Arrangements for intergovernmental meetings

(i) Date and venue of the eighth session of the Conference of the Parties

21. **Background:** Rule 3 of the draft rules of procedure being applied states that the "sessions of the Conference of the Parties shall take place at the seat of the secretariat, unless the Conference of the Parties decides otherwise or other appropriate arrangements are made by the secretariat in consultation with the Parties" (FCCC/CP/1996/2). The dates for COP 8 were established by COP 5 and are 28 October to 8 November 2002. To date, no offer has been received by the secretariat from a Party wishing to host COP 8. Parties wishing to host COP 8 are invited to submit their offers as soon as possible.

22. **Action:** The SBI, after considering any offers, may wish to recommend, for adoption by COP 7, a decision on the date and venue for COP 8, and also to request the secretariat to start planning for COP 8 with the designated host country and enter into the necessary agreement. A decision on this matter must be taken by COP 7.

(ii) Calendar of meetings of Convention bodies, 2005-2007

23. **Background**: At its ninth plenary meeting, on 25 November 2000, the sixth session of the Conference of the Parties adopted the calendar of meetings for the period 2001-2004. In order to enable the secretariat to book facilities in time for the sessions of the Convention bodies, the SBI will have before it a suggestion for a calendar of meetings for 2005-2007. The suggested dates to be approved by the COP are as follows:

- First sessional period in 2005: from 16 May to 27 May 2005;
- Second sessional period in 2005: from 14 to 25 November 2005;
- First sessional period in 2006: from 15 May to 26 May 2006;
- Second sessional period in 2006: from 6 to 17 November 2006;
- First sessional period in 2007: from 7 May to 18 May 2007;
- Second sessional period in 2007: from 5 October to 16 November 2007.

24. In the light of a very crowded international conference calendar, and the difficulties of booking facilities for a large conference, early decisions on dates are increasingly important.

25. **Action:** The SBI may wish to endorse the proposed dates and recommend them to the COP for adoption as the calendar of meetings for the Convention bodies.

(e) Programme budget for the biennium 2002-2003

26. **Background:** At its fourteenth session, the SBI considered the programme budget for the biennium 2002-2003 proposed by the Executive Secretary, and agreed to recommend a total budget of US $32,837,100 including contingencies. It also authorized the Executive Secretary to notify Parties of their 2002 contributions on this basis after drawing US $ 5,000,000 from the

unspent balance or contributions (carry-over) from previous financial periods. Meanwhile, the SBI requested the Executive Secretary to propose a revised programme budget including a revised staffing table, taking into account the budgetary implications of decisions taken by the COP at its sixth session (see FCCC/SBI/2001/17 and Add.1).

27. **Action:** The SBI is invited to consider the revised programme budget for 2002-2003 and to recommend it for adoption by the COP at its seventh session.

(f) Any other matters

28. Any matters other than those listed above which have been referred by the COP at its seventh session to the SBI for consideration at its fifteenth session will be taken up under this item.

4. Matters relating to the least developed countries

29. **Background:** The SBI, at its fourteenth session, requested the secretariat to organize a workshop to assist the least developed country Parties in preparing for negotiations at COP 7, and in further developing the guidelines for the preparation of national adaptation programmes of action. This workshop is scheduled to be held in Maldives from 2 to 4 October 2001. An oral report on the workshop will be provided by the spokesperson of the group of least developed countries. At the request of the Conference of the Parties, at the second part of its sixth session, the subsidiary bodies would consider the recommendations relating to the guidelines for the preparation of national adaptation programmes of action (see FCCC/SBI/2001/7) and would forward, as appropriate, a draft decision for consideration by COP 7.

30. At the request of the Conference of the Parties, at the second part of its sixth session, the SBI, at its fifteenth session, would consider the compilation of submissions from least developed country Parties on their financial needs for the preparation of national adaptation programmes of action (see document FCCC/CP/2001/5, Part three). This compilation is contained in document FCCC/SBI/2001/MISC.1.

31. **Action:** The SBI may wish to recommend, for consideration and adoption by COP 7, a draft decision containing guidelines for the preparation of national adaptation programmes of action. The SBI may also wish to take note of document FCCC/SBI/2001/MISC.1.

5. National communications from Parties included in Annex I to the Convention

(a) Ongoing activities on reporting and review of greenhouse gas inventories in Parties included in Annex I to the Convention (implementing decisions 3/CP.5 and 6/CP.5)

32. **Background:** The COP, by its decision 3/CP.5, adopted guidelines to be used for reporting inventories from Parties included in Annex I to the Convention beginning in 2000. The COP, by its decision 6/CP.5, adopted guidelines for the technical review of greenhouse gas inventories from Annex I Parties. A progress report on the ongoing activities related to the technical review of greenhouse gas inventories is contained in document FCCC/SBI/2001/12.

33. **Action:** The SBI may wish to consider referring this item to the SBSTA for consideration at its fifteenth session.

(b) Feasibility of developing guidelines for the review of national communications

34. **Background:** The SBI at its twelfth session took note of document FCCC/SBI/2000/3 on the experience with the review of second national communications of Annex I Parties and the information contained in document FCCC/SBI/2000/INF.6 on the progress made with in-depth reviews of second national communications.

35. At the same session, the SBI concluded that it would consider at its fourteenth session the issue of developing guidelines for the review of national communications under the Convention, taking into account the guidelines to be developed for the review of national communications under Article 8 of the Kyoto Protocol. In view of the limited time available at the fourteenth session of the SBI, this issue is to be considered at the fifteenth session of the SBI.

36. The SBI at its twelfth session requested the secretariat to organize in 2001 a workshop on exchanging information among Annex I Parties on preparations for third national communications and on ways of ensuring expertise in the review process. The report on the workshop is available in document FCCC/SBI/2001/INF.4.

37. **Action:** When considering the feasibility of developing the review guidelines for the national communications under the Convention, the SBI may wish to refer to documents FCCC/SBI/2000/3 and FCCC/SBI/2001/INF.4 as well as to take into account developments relating to reporting and review of information under the Kyoto protocol resulting from COP 6, part 2.

38. The SBI may also wish to note that according to decision 11/CP.4, Annex I Parties should submit their third national communications to the secretariat by 30 November 2001. These communications are expected to be subject to in-depth reviews in the period 2002-2003, which makes the time factor especially relevant for consideration of the feasibility of developing guidelines for the review of non inventory-related information at this stage.

(c) Third national communications: review and the roster of experts

39. **Background:** The Conference of the Parties, at its second session, by its decision 9/CP.2, requested the secretariat to conduct the review process of the second national communications in applying procedures for review, including in-depth reviews, as defined in decision 2/CP.1. The results of the in-depth review of second national communications are summarized in document FCCC/SBI/2001/INF.7. National inventory data for the period 1990-1999, including information on trends in emissions, are contained in document FCCC/SBI/2001/13.

40. According to decision 9/CP.2, reviews should be carried out by expert review teams and coordinated by the secretariat. It is assumed that in-depth reviews of national communications due by 30 November 2001 (decision 11/CP.4) will start in 2002 and will include the preparation of a compilation and synthesis report.

41. Experts participating in the in-depth reviews should be nominated by Parties and intergovernmental organizations. The last update of the roster of experts took place in 1998 and many of the government-nominated experts may have changed their positions since. Updating the roster would allow the secretariat to ensure the proper conduct of in-depth reviews of the national communications due by 30 November 2001.

42. **Action:** The SBI may wish to take note of the results of the review of second national communications and inventory data for the period 1990-1999. It may wish to recommend to the COP a draft decision on the timing of in-depth reviews of national communications due in November 2001, including compilation and synthesis. The SBI may also wish to invite Parties to nominate experts to the roster no later than 30 November 2001 using the form in document FCCC/SBI/2001/INF.6.

6. National communications from Parties not included in Annex I to the Convention

(a) Third compilation and synthesis of initial national communications from Parties not included in Annex I to the Convention

43. **Background:** The COP, by its decision 3/CP.6, requested the secretariat to prepare the third compilation and synthesis of initial national communications from non-Annex I Parties, based on the national communications received from these Parties by 1 June 2001, and to make that report available to the subsidiary bodies at their fifteenth sessions, and to the Conference of the Parties at its seventh session. The secretariat was also requested to include in the compilation and synthesis report information on issues, constraints and problems encountered by non-Annex I Parties in using the UNFCCC guidelines for the preparation of initial national communications, and on other issues raised by non-Annex I Parties. The third compilation and synthesis report based on 52 initial national communications, including an executive summary, is contained in document FCCC/SBI/2001/14.

44. **Action:** The SBI may wish to consider the compilation and synthesis report and to forward any conclusions and or recommendations to COP 7 for its consideration and action.

(b) Report of the Consultative Group of Experts to the subsidiary bodies

45. **Background:** The COP, by its decision 8/CP.5, established a Consultative Group of Experts on National Communications from Parties not included in Annex I to the Convention (CGE) with the objective of improving the national communications of these Parties. The terms of reference of the CGE, which are annexed to decision 8/CP.5, mandate the CGE to hold meetings and workshops and also to examine the national communications, in order to identify analytical and methodological issues, and technical problems relating to the use of the IPCC

Guidelines and the UNFCCC reporting guidelines contained in the annex to decision 10/CP.2. The CGE was further mandated to consider other information apart from that relating to national inventories of greenhouse gases and to forward its recommendations in a report to the subsidiary bodies for their consideration. The CGE presented to the fourteenth session of the SBI its preliminary report (FCCC/SBI/2001/8) containing recommendations for financial and technical support, improvement of the UNFCCC reporting guidelines, as well as improvement of the IPCC and other methodologies. The SBI at its fourteenth session invited Parties to submit views by 15 September 2001 on (i) the preliminary report of the CGE, and on (ii) the current progress of the process aimed at improving the guidelines for national communications from non-Annex I Parties, in accordance with decision 8/CP.5. The SBI further requested the secretariat to compile these submissions as a miscellaneous document (FCCC/SBI/2001/MISC.2) and to prepare a consolidated report (FCCC/SBI/2001/INF.11) on the views of Parties on these issues for consideration at its fifteenth session. In the period between the fourteenth and fifteenth sessions, the CGE finalized its report, which is available in document FCCC/SBI/2001/15.

46. **Action:** The SBI may wish to take note of (i) the recommendations contained in document FCCC/SBI/2001/15, and (ii) information contained in documents FCCC/SBI/2001/MISC.2 and FCCC/SBI/2001/INF.11, with a view to recommending a draft decision on the extension of the mandate of the CGE. The SBI may also wish to consider ways and means of continuing to advance the process of reviewing the UNFCCC guidelines for the preparation of national communications from non-Annex I Parties and to forward the relevant conclusions for consideration by the COP at its seventh session with a view to adopting revised guidelines at COP 8.

(c) Provision of financial and technical support

47. **Background:** The secretariat is mandated by Article 8.2(c) of the Convention to facilitate the provision of financial and technical support to developing countries, in particular for the preparation of national communications. The secretariat regularly updates information on the provision of financial support through the analysis of responses to a questionnaire administered to non-Annex I Parties on the status of preparation of their national communications (see FCCC/SBI/2001/INF 8). A table on the current status of preparation of national communications from Parties not included in Annex I to the Convention is posted on the secretariat web site (http://www.unfccc.int/program/nai/ncweb01.html). The information contained in this table is regularly updated and is made available to Parties in hard copy on request.

48. Document FCCC/SBI/2001/INF.9 contains information received from the GEF secretariat on the financial support to non-Annex I Parties for the preparation of their communications, including projects proposed by each Party, the funding decisions and the date of first disbursement, and the total amount of funds made available to the Party in accordance with decision 10/CP.2, paragraph 1 (b).

49. In response to the request contained in decision 12/CP.4, the secretariat has made available on the UNFCCC web site a list of projects, submitted by non-Annex I Parties, which aim to reduce emissions or to increase removals by sinks of greenhouse gases in accordance with Article 12.4 of the Convention (http://www.unfccc.int/program/nai/ncweb02.pdf). This list is

regularly updated, based on new information provided by Parties in their national communications. It is available to Parties in hard copy on request.

50. **Action:** The SBI may wish to take note of the above-mentioned documents and to provide further guidance to the secretariat on facilitating assistance to non-Annex I Parties in the preparation of their national communications.

7. Administrative and financial matters

(a) Interim financial performance for 2000-2001

51. **Background:** The financial procedures of the Convention stipulate that "an interim statement of accounts for the first year of the financial period shall be provided to the Conference of the Parties during the second year of the period" (FCCC/CP/1995/7/Add.1). Document FCCC/SBI/2001/INF.5 contains the unaudited interim financial statements for the biennium 2000-2001 as at 31 December 2000.

52. Income and expenditures in 2000-2001 as at 30 June 2001 are provided in document FCCC/SBI/2001/16. This document also addresses programme delivery, personnel matters and developments in administrative arrangements of the secretariat.

53. Information on the latest status (as at 15 October 2001) of contributions by Parties to the core budget, the Trust Fund for Participation in the UNFCCC Process and the Trust Fund for Supplementary Activities of the UNFCCC is contained in document FCCC/SBI/2001/INF.10.

54. **Action:** The SBI may wish to take note of these reports and express its appreciation to the Parties that have made timely contributions to the core budget, and especially to those that have made voluntary contributions to the other trust funds. Meanwhile, the SBI may urge Parties which have not made their contributions to do so in a timely manner. The SBI may wish to recommend a draft decision on this item as part of the omnibus decision on administrative and financial matters for adoption by COP 7.

(b) Possible options to respond to late payment of contributions

55. **Background:** Upon considering the report by the Executive Secretary on the "late payment of contributions: response options", the SBI, at its twelfth session, prepared a draft decision for consideration at its thirteenth session (FCCC/SBI/2000/6/Add.1). However, the SBI postponed discussion on this item until after COP 6.

56. **Action:** The SBI may wish to recommend a draft decision as referred to above, for adoption by the Conference of the Parties at its seventh session.

(c) Implementation of the Headquarters Agreement

57. **Background:** At its previous sessions, the SBI considered the implementation of the Headquarters Agreement, specifically with respect to office space, visas for delegations, and with regard to visas, residence status and work permits for family members of the secretariat. It requested the host Government and the Executive Secretary to report on progress at its next sessions.

58. **Action:** A representative of the host Government and the Executive Secretary will make oral presentations on further progress made. The SBI may wish to consider the information provided and take any action it deems necessary.

8. Other matters

59. Other matters may be considered as they arise during the session. Information on issues not covered by the previously listed agenda items may be made available as appropriate.

9. Report on the session

60. The SBI may wish to adopt conclusions and authorize the Rapporteur to complete the report after the session with the guidance of the Chairman and with the assistance of the secretariat. Subject to the availability of sufficient time for their translation, conclusions will be made available in all six official United Nations languages.

Annex

DOCUMENTS BEFORE THE SUBSIDIARY BODY FOR IMPLEMENTATION AT ITS FIFTEENTH SESSION

Documents prepared for the session

FCCC/SBI/2001/9	Report of the Subsidiary Body for Implementation on its fourteenth session, Bonn, 16-27 July 2001
FCCC/SBI/2001/10	Provisional agenda and annotations. Note by the Executive Secretary
FCCC/SBI/2001/11	Input to the World Summit on Sustainable Development. Note by the secretariat
FCCC/SBI/2001/12	National communications from Parties included in Annex I to the Convention. Technical review of inventories, progress report on the implementation of decision 6/CP.5
FCCC/SBI/2001/13	National communications from Parties included in Annex I to the Convention. Greenhouse gas inventory data 1990-1999. Note by the secretariat
FCCC/SBI/2001/14	National communications from Parties not included in Annex I to the Convention. Third compilation and synthesis of initial national communications from Parties not included in Annex I to the Convention. Note by the secretariat
FCCC/SBI/2001/15	National communications from Parties not included in Annex I to the Convention. Report of the Consultative Group of Experts to the subsidiary bodies
FCCC/SBI/2001/16	Administrative and financial matters. Income and budget performance in the biennium 2000-2001. Interim report as at June 2001
FCCC/SBI/2001/17 and Add.1	Administrative and financial matters. Programme Budget for the biennium 2002-2003: Work programme of the secretariat and resource requirements

FCCC/SBI/2001/INF.4	National communications from Parties included in Annex I to the Convention. Guidelines for the review of national communications. Report of the workshop on the preparation of national communications
FCCC/SBI/2001/INF.5	Administrative and financial matters. Unaudited interim financial statements for the biennium 2000-2001 as at 31 December 2000
FCCC/SBI/2001/INF.6	National communications from Parties included in Annex I to the Convention. Roster of experts for the review of third national communications
FCCC/SBI/2001/INF.7	National communications from Parties included in Annex I to the Convention. Status report on in-depth reviews
FCCC/SBI/2001/INF.8	National communications from Parties not included in Annex I to the Convention. Provision of financial and technical support. Activities to facilitate the provision of financial and technical support
FCCC/SBI/2001/INF.9	National communications from Parties not included in Annex I to the Convention. Provision of financial and technical support. Information on the financial support provided by the Global Environment Facility
FCCC/SBI/2001/INF.10	Administrative and financial matters. Status of contributions as at 15 October 2001
FCCC/SBI/2001/INF.11	Consolidated report on the views of Parties on the report of the Consultative Group of Experts to the subsidiary bodies
FCCC/SBI/2001/MISC.1	Matters relating to the least developed countries. Compilation of submissions on financial needs for the preparation of national adaptation programmes of action by least developed countries. Note by the secretariat
FCCC/SBI/2001/MISC.2	Report of the Consultative Group of Experts to the subsidiary bodies. Submissions from Parties

Other documents for the session

FCCC/CP/2001/5 and Add.1 and 2	Report of the Conference of the Parties on the second part of its sixth session, held in Bonn from 16 to 27 July 2001
FCCC/CP/1999/2	Amendment to Annex I to the Convention. Proposal from the Republic of Kazakhstan to amend Annex I to the Convention

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